

**Cape Ann Transportation Authority
Board Meeting
May 29, 2019
9:30am**

Attendance: Jim Destino, CAO to the Mayor Mitchell Vieira, Laurel Eisenhauer, Anthony Marino, Stephanie Jackson, Felicia Webb, CATOC Bob Ryan, Paul Scanlon, Jackie LaFlam

Called to order by James Destino at 9:30am

Roll Call all representatives from Gloucester, Essex, Ipswich and Rockport and ADA were in attendance.

Approval of April 12, 2019 minutes

One edit for clarification about the Task Force funding.

Vote- Unanimous approval of minutes.

Motion by Jim Destino

Seconded by Stephanie Jackson

Vote-unanimous in favor

The 2019-2020 Budget was discussed:

Brokerage Budget: brokerage reorganization, a need for a brokerage manager and not an assistant administrator; increase in wages, medical, dental, and other services to help CATA recoup funds and handle denials.

Transit Budget: increase in SCA, decrease in 5307, contract revenues; increase in wages due to labor negotiations and increase in demand response services; discrepancy in office expenses; and interest rates and the borrowing.

Motion to approve the FY2019 Budget Expenditures of \$18,979,759

By James Destino

Seconded by Stephanie Jackson

All in Favor

Motion to approve the FY 2019 Budget Revenues of \$18,979,759

By James Destino,

Seconded by Stephanie Jackson

Vote: Unanimous

Title VI update: No changes in the Civil rights program since the last submittal.

Felicia Webb explained Title VI is a program of non-discrimination on the basis of race, color, or national origin. CATA's Title VI program describes CATA's compliance with Title VI, including the level and quality of transit service, translated materials, outreach and inclusion of minority and LEP persons, and the method of addressing Title VI complaints. There haven't been any complaints since the last submission. CATA is required to update this program every three years and submit to the FTA Regional Civil Rights Officer for review and feedback to be in compliance with federal regulations. The Title VI Program update needs to be approved by the Advisory Board.

Motion to approve CATA's Title VI Program Update 2019 May 29, 2019

By Jim Destino
Seconded Mitch Vieira
All in Favor

Overview and discussion and summary of the RTA Task Force. The Advisory Board will be committed to and involved with CATA.

Last item discussed was the process of hiring the new CATA Administrator. The CATA Board's recommendation for the administrator for Cape Ann Transportation Authority is Felicia Webb.

Motion on the table by Jim Destino to offer Felicia Webb the full time position with a three year contract.

Moved by Tony Marino
Seconded by Mitch Vieira
All in Favor

Adjournment 10:30am
Motion by Jim Destino
Seconded by Mitchell Vieira
Vote- Unanimous